

Scribe Sheet

Date: 12/4/07
Scribe: Lori Bussiere
Present: Frank Linda Lori Sally

Meeting called to order at (time): 6:00
Meeting Adjourned at (time): 8:00
Next Meeting Date: 1/7/08 6:00

Topic Discussed	Summary of Topic Discussed	Decision/Action to be taken	Deadline/Person Responsible	Action Item Completed
11/5/07 Minutes	<ul style="list-style-type: none"> - Revisions: - Linda noted a draft of all minutes must be submitted within 5 days – per the Secretary of State - Need to mention that GU, Aubuchon Hardware and Brooks donated <u>last year's</u> holiday decorating prizes. Not this year's. - 2nd page needs CIT changed to CIP <p>Note in minutes that Sally went to the school board and requested both indoor and outdoor facility use for general recreation purposes.</p>	<p>Motion to approve the revisions made by Linda and 2nd by Lori.</p> <p>Motion passed 4-0-0</p>	Frank to make revisions by 12/11/07	
Outstanding Action Item From 11/5/07	Dan suggested we provide a writing recommendation to Nanci for the # of guards & a schedule for the pool as this was the area that the pool went over budget. We understand we have no authority with regards to personnel so this would be just a recommendation.	We need to decide what we want in this memo.	Sally to add to next agenda.	
Outstanding Action Item from 11/5/07	Purchase life jackets so we can use up the last of the \$140 earmarked for life jackets.	Somebody needs to purchase the life jackets.	Sally to add to the next agenda	
Outstanding Action Item from 11/5/07	Lisa was going to get moving on purchasing the PVC piping and will get Lori the sales receipt.	Need an update on this	Lisa 12/21/07	
Resignation	Dan Dilella has submitted his resignation effective 12/4/07. Dan has other obligations as well as winter traveling which doesn't allow him to attend meetings.	Motion made by Frank to regretfully accept Dan's resignation and 2 nd by Linda. Motion passed 4-0-0	N/A	
Ice Rink Committee Agreement	Agreement reviewed. General feeling from Board that the Rec. Board should assume responsibility for the water bill as the rinks are within a recreational facility. Skating rink committee may use water at Falls field for	Agreement approval motion made by Lori and 2 nd by Linda. Motion passed 4-0-0	Sally to get agreement to Paul Clayton.	

	resurfacing the skating rinks. Going forward we will need to revisit how/if to charge for this water usage.			
Letters of Interest	Sally hasn't received any letters of interest. However, Richard Smith came to observe the meeting and he had e-mailed Lisa his interest. Richard wants to become more involved in the community. He has no deep ties to any one organization in town so he can be an objective participant.	Richard will e-mail Sally with his letter of interest so it can be given to the Select Board Monday night	Sally to get Richard's letter to the Select Board before Monday for approval.	
Budget Report	Discussion on overspending. Nancy indicates we overspent at the pool last year because we were opened an extra week. We believe that could have been avoided if life guards were sent home when it wasn't busy. We brought this up at the beginning of the summer but nothing changed. Linda asked Nancy how much money we would need between now and June 30 th to run the pool and she indicated about \$5,000. Sally questioned if enough was budgeted for us to be able to have the pool open for the extra week this year. Linda doesn't believe it was. This may cause another deficit for 2008.	We need to revisit this and see if we need to take any action on the \$5,000.	Sally to put on agenda for next meeting.	
More Budget Discussion	<p>Nancy let Linda know she felt like we were going behind her back when she found out we were going to meet with the Select Board on our budget. Roger/Ken told us at our 11/5 meeting, when we were discussing our budget and how things were cut without any discussion with the board as a whole, that when the Select Board reviewed our budget we could meet with them. It didn't mean anything would change, but it would be our time to give our pitch and to try to reclaim some of the unspent funds from last year. There was no intent of going behind Nancy's back. We were planning to talk about getting some unspent funds set aside toward the new shelter at Memorial Park project.</p> <p>Sally said Roger told her they already met on our budget and they forgot to tell us when the meeting was.</p> <p>Linda added that there may be some things on our safety issues punch list that we could do on our own to try to keep expenses lower. Ex. Paint yellow lines around showers.</p>	<p>We need to find out if there is any way now to get any of those unspent funds set aside for the shelter project.</p> <p>We need to develop a project plan to indicate exactly what needs to be done and get some estimates as to how much it would cost for different phases of the project.</p> <p>Pool Repair/Paint goes out to bid in January.</p>	Sally – developing this project plan should be a meeting all on its own at some point.	

	<p>Frank would like to know the specific prices for pool painting and repairs so we can make sure to budget annually toward them.</p> <p>The budget is level funded this year. Linda feels that is OK and indicates we need to use this year to keep good notes on what we want and how much these things will cost. We can't budget for something on a guess, we need to be specific.</p>			
Minutes	Beginning with the 12/4/07 meeting, Lori will take over taking the minutes			
House Decorating Contest	<p>Judging will be 12/18/07 @ 6:00 and judges will meet at the Senior Center. There are 7 entries so far. Judges are Richard Lacroix, Melissa Smith, Arlene Flint and Larry Garland. Dan has donated breakfast for each judge as a thank you. Prize donations are as follows: The Tire Shop (Ken Johnson) \$100 cash Northfield Pharmacy \$30 gift certificate Celebrations by Heidi - \$25 gift certificate</p>	List of participants will be provided to the judges by Frank	Frank on 12/18/07	
Bon Fire at Falls Field	<p>Lori made a suggestion to have a Christmas Tree bon fire at the falls field and serve cocoa and have ice skating some night after Christmas. Question as to whether it is OK to burn Christmas trees anymore.</p> <p>Sally shared that the Haunted Hayride has donated to us cocoa and hot cider mixes.</p> <p>Linda suggested maybe have just a regular bon fire on New Years Eve. Sort of a First Night thing</p>	Need to find out if it is OK to have a fire down at the falls field and if so what can we burn	Sally to talk to Bill Lyons 12/5/07	
Pictures	Frank plans to visit the skating rink a bit this year and take pictures. We need to take more pictures and store them someplace. We should also provide pictures to the Northfield News			
Adjournment	Motion by Linda to adjourn and 2 nd by Frank			